

STATE OF CALIFORNIA

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

**Base Year Modification Request Certification**

**Part 1: Generation Study - No Extrapolation Diversion Data**

To request a substitution for a previously approved base year used in calculating the diversion rate for your jurisdiction, please complete and sign this form and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

Mail completed documents to:

**California Integrated Waste Management Board  
Office of Local Assistance  
1001 I Street, (MS-25)  
PO Box 4025  
Sacramento, CA 95812-4025**

**General Instructions:**

Please select the **ONE** choice below that best explains your request to the Board.

- ☐ 1. Use a recent generation-based study to calculate our current reporting year generation amount, but not officially change our existing Board-approved base year.
- ☒ 2. Use a recent generation-based study to officially change our existing Board-approved base year to a new base year.

The shaded cells on these sheets are protected. If you have problems using these sheets, please contact your Office of Local Assistance representative by calling (916) 341-6199.

Section I: Jurisdiction Information and Certification			
<i>All respondents must complete this section.</i>			
I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:			
Jurisdiction Name City of San Fernando		County Los Angeles	
Authorized Signature		Title	
Type/Print Name of Person Signing	Date	Phone (    ) Include Area Code	
Person Completing This Form (please print or type)		Title	
Affiliation:			
Mailing Address	City	State	ZIP Code
E-Mail Address			

<b>Section II: Information for New Generation-Based Study for Existing or New Base Year</b>	
Attach additional sheets if necessary—reference each response to the appropriate cell number (e.g., "4").	
<i>Note: New base years must be representative of a jurisdiction's disposal and diversion.</i>	
1. Current Board-approved existing base year:	2. Proposed new generation-based study year:
1990	1998
3. Explain how the proposed generation study year is representative of average annual jurisdiction disposal and diversion:	
During the new base year, 1998, no unusual disposal or diversion activities occurred in the City.	

<b>4. Enter diversion rate information below.</b>			
Diversion rate calculated using existing base year	a. -6 %	Diversion rate calculated using new generation-based study	b. 31 %
For existing base year pounds/person/day based on generation	10.15	For new generation based study pounds/person/day based on generation	14.65
Residential generation 42 %	Non-Residential generation 58 %	Residential generation 17 %	Non-Residential generation 83 %
Population existing generation-based study 22,580		Population new generation-based study 24,150	
5. If there is an increase from 4a to 4b, please explain how the new diversion rate is consistent with your current diversion implementation efforts. If the proposed new generation tonnage results in an increase in your pounds/person/day, please explain how this is consistent with your current diversion implementation efforts and provide any examples (e.g., change in jurisdiction's demographics).			
The original base year waste generation study (1990) omitted significant tonnage associated with both disposal and diversion activities. With the new base year waste generation study prepared for 1998, the City has attempted to correct the omissions from the original study. However, the 1998 study was not able to quantify all of the diversion activities due to cost constraints. The City has prepared and submitted a new base year study prior to the moratorium and was not able to conduct the additional surveys required to employ the revised extrapolation method, which is required to estimate diversion from the entire business population. The City, its franchised residential and permitted commercial waste haulers, and businesses have implemented curbside recycling and greenwaste programs, including curbside used oil collection; commercial and industrial source separation and recycling programs; grasscycling; commercial and industrial reuse and waste reduction programs; and material recovery facility recycling. Additionally, landfill salvage activities also divert waste from disposal.			
6. If the difference between the proposed diversion rates in 4a and 4b is greater than 5 percentage points, please explain the specific reasons for the difference. (For example: new/improved curbside diversion programs.)			
In addition to the explanation provided in item #5 above, since the original base year, the City, its franchised residential and permitted commercial waste haulers, and businesses have implemented a backyard composting program; residential curbside recycling and green waste/mulching program, including curbside used oil collection; separate collection of white goods; City mulching of tree trimmings; reuse of concrete and asphalt for road base; commercial and industrial source separation and recycling programs; commercial and industrial reuse and waste reduction programs; and public education programs. Recently, green waste from the City has been used as alternative daily cover.			

<b>7. Disposal Tonnage (enter values):</b>		7509	36978	44487
		Residential	Non-Residential	Total

Please select the **ONE** choice below that best explains your disposal data and complete the required tables.

☒ a. All tons claimed are from the Board's Disposal Reporting System (No explanation required. Go to Section 8.)

☐ b. All tons claimed are from a 100 percent audit of hauler and self-haul tonnage. (Please complete Reporting Year Tonnage Request and Modification Certification sheet found at [www.ciwmb.ca.gov/LGCentral/Forms/rynmndrq.doc](http://www.ciwmb.ca.gov/LGCentral/Forms/rynmndrq.doc))

☐ c. Some Disposal Reporting System data were corrected. (Please complete Reporting Year Tonnage Modification Request and Certification sheet found at [www.ciwmb.ca.gov/LGCentral/Forms/rynmndrq.doc](http://www.ciwmb.ca.gov/LGCentral/Forms/rynmndrq.doc))

8. In the table below, list the summarized diversion activities, and diversion data records that support your claim and are available for Board audit. **Note: The Board expects the jurisdictions to be able to provide all back-up documentation, if requested.** Include type of record and location—for example, weight tickets from transfer stations. This section should capture all diversion tonnage (form will perform all addition calculations). If any diversion is from restricted wastes, agricultural wastes, inert solids (e.g., concrete, asphalt, dirt), white goods, and scrap metal, please identify those programs/waste types and fill out Section 10. Please mark as Attachment 8 all copies of survey forms.

\*Please provide detailed Non-Residential waste information in Section 9.

**Note: The Board has indicated that it will be scrutinizing total source reduction amounts greater than 5% of total generation. Please be prepared to provide additional details substantiating your claim.**

Diversion Activity	Actual tons	Relative Percent to Total Generation	Specific Material Types (List operation with multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Please use the Board's program types. The program type glossary is online at <a href="http://www.ciwmb.ca.gov/LGCentral/Paris/Co des/Reduce.htm">www.ciwmb.ca.gov/LGCentral/Paris/Co des/Reduce.htm</a>	(A)	(A/Total Generation)			
<b>Residential Source Reduction Activities</b>					
Backyard composting					
Grasscycling		0.0%			
<b>Other Residential Source Reduction (list each program separately)</b>					
Enter program name		0.0%			
Enter program name		0.0%			
Enter program name		0.0%			
Enter program name		0.0%			
<b>Subtotal Residential Source Reduction</b>	0	0.0%			
<b>Residential Recycling Activities</b>					
Curbside Recycling	645	1.0%	Newspaper, mixed paper, glass containers, HDPE and PET containers, aluminum cans, bimetal cans and mixed recyclables	Actual tons per franchise hauler report	Hauler reports to the City of San Fernando; City/Consultant's files.
Buyback Centers	375	0.6%	Glass, aluminum cans, HDPE, PET, and bi-metal containers.	Actual tons per letter from DOC	Letter from CA DOC to City dated 3/14/2000; City files.
Drop-off Centers					

Division Activity	Actual tons	Relative Percent to Total Generation	Specific Material Type(s) (List operation with multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Please use the Board's program types. The program type glossary is online at: <a href="http://www.cwmrb.ca.gov/GC/central/Pans/COdes/Reduce.htm">www.cwmrb.ca.gov/GC/central/Pans/COdes/Reduce.htm</a>					
(A) (Actual Generation)					
Other Residential Recycling (list each program separately)					
Enter program name					
Enter program name					
Enter program name					
Subtotal, Residential Recycling	1020	1.6%			
Residential Composting Activities					
Green Waste Drop-off					
Curbside Green Waste	2360	3.6%	yardwaste	Actual tons per franchise hauler report	weight tickets, franchise hauler offices
Christmas Tree Program					
Other Residential Composting (list each program separately)					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal, Residential Composting	2360	3.6%			
Subtotal, Residential Diversion	3380	5.2%			
Non-Residential Source Reduction Activities					
Non-Residential Source Reduction	316	0.5%			
Non-Residential Waste Audits					
Other Non-Residential Source Reduction (list each program separately)					
See Section 9					
See Section 9					
See Section 9					
Grasscycling on City Property	91	0.1%	Grass clippings	7.6 tons/acre/year	City Files
City Yard Asphalt Reuse	300	0.5%	Asphalt	130 lbs/cubic foot for asphalt per the Asphalt Institute	City Yard Records
Steel Contractor Asphalt Reuse	398	0.6%	Asphalt	and 145 lbs/cubic foot for concrete per FEECO	City Files
Grasscycling on School Property	43	0.1%	Grass clippings	Actual tons from weight tickets	City Files
Enter program name				7.6 tons/acre/year	
Subtotal, Non-Residential Source Reduction	1148	1.8%			

Diversion Activity	Actual tons	Relative Percent to Total Generation	Specific Material Type(s) (List generation with multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
<b>Recycling</b>					
Non-Residential Waste Audits*	5460	8.4%		See Section 9	See Section 9
<b>Other Non-Residential Recycling (list each program separately)</b>					
Material Recovery Facility	1048	1.6%	Mixed Paper and Mixed Recycleables	Actual Tons from Hauler Reports	Hauler reports to the City of San Fernando; City/Consultant's files.
City Offices Paper Recycling	1	0.0%	Mixed Paper	Actual Tons from Hauler Reports	Hauler reports to the City of San Fernando; City/Consultant's files.
City Yard Scrap Metal Recycling	67	0.1%	Scrap Metal	Actual Tons from Hauler Reports	Hauler reports to the City of San Fernando; City/Consultant's files.
City Yard Tire Recycling	14	0.0%	Tires	20 lbs/auto tire and 80 lbs/truck and tractor tire	Receipts from tire recyclers, City Yard files
Enter program name					
<b>Subtotal Non-Residential Recycling</b>	<b>6590</b>	<b>10.2%</b>			
<b>Non-Residential Composting</b>					
Activities					
Non-Residential Waste Audits*	9	0.0%		See Section 9	See Section 9
<b>Other Non-Residential Composting (list each program separately)</b>					
City Tree Trimming Contractor	149	0.2%	Tree Trimmings	7 tons/50 cubic yard bin	Report from Contracted Arborist, City Offices
City Yard Greenwaste	76	0.1%	Tree Trimmings	Actual Tons from Hauler Reports	Hauler reports to the City of San Fernando; City/Consultant's files.
Enter program name					
Enter program name					
<b>Subtotal Non-Residential Composting</b>	<b>234</b>	<b>0.4%</b>			
<b>Subtotal Non-Residential Diversion</b>	<b>7972</b>	<b>12.3%</b>			
<b>Residential/Non-Residential Diversion Activities</b>					
ADC					
Sludge					
Scrap Metal					
Construction and Demolition	820	1.3%	Concrete and Asphalt	130 lbs/cubic foot for asphalt per the Asphalt Institute and 145 lbs/cubic foot for concrete per FEEO	City records of Street Project, City Hall
Landfill Salvage	8012	12.4%	Inert debris	Actual Tons from landfill weight reports	County Sanitation District Report, City Offices.
<b>Subtotal Residential/Non-Residential Diversion</b>	<b>8832</b>	<b>13.7%</b>			
<b>Total Res/Non-Res Source Reduction Tons</b>	<b>1143</b>	<b>1.8%</b>			
<b>Total Diversion Tons</b>	<b>20184</b>	<b>31.2%</b>			
<b>Total Disposal Tons from Sec.7</b>	<b>44487</b>	<b>68.3%</b>			
<b>Total Generation Tons (Div+Dis)</b>	<b>64671</b>				
<b>Diversion Rate</b>	<b>31%</b>				

Diversion Activity	Actual tons	Relative Percent to Total Generation	Specific Material Type(s) (List operation with multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Please use the Board's program types. The program type glossary is online at: <a href="http://www.ciwmh02a.gov/GCenTra/Pnts/Co-des/Reduce.htm">www.ciwmh02a.gov/GCenTra/Pnts/Co-des/Reduce.htm</a>	(A)	(A/Ideal Generation)			



9. Specific Non-Residential Sector Waste Audits--Top 10 Non-Residential Generators

Please complete this table for the top 10 non-residential generators that were surveyed. List each non-residential generator separately from largest to smallest, based on total diversion tons. Audit reference number ties to your audit sheets.  
(Table will perform all addition calculations).

Type of Non-Residential Generator	Audit Reference Number	Specific/Major Diversion Activities Include Material Type (e.g., paper recycling, grasscycling). (List activities on one line)	Source Reduction Tons	Recycling Tons	Composting Tons	Total Diversion Tons	Percent of Total Generation (Total Diversion Tons/Total Generation in Section 8)	Survey Method Phone (P) Mail (M) On-site (O) Other
Frozen Foods	45	Recycling of OCC and pallets, pallet reuse, and food waste to animal feed	21	816		836.48	1.3%	O
Variety Store	29	Recycling of OCC, computer paper, and dry wall.		821		820.63	1.3%	O
Grocery Store	38	OCC recycling, food waste composting, rendering of meat scraps and grease.		559	9	568.15	0.9%	O
Pharmasutical	51	Recycling of OCC, and paper; reuse of pallets and fiber glass drums; source reduction of paper.	79	425		503.23	0.8%	O
Scientific equipment	58	Recycling of pallets and plastic, OCC reduction and reuse, and toner cartridge return.	1	490		491.04	0.8%	O
Groceries and other	57	OCC recycling, donations of broken bags of dog food and donations of other food, rendering of meat scraps.	9	482		490.83	0.8%	
Lumber/Retail	91	Recycling of OCC, pallets, and lumber.		369		369.45	0.6%	
Beverage Distributor	2	Recycling damaged products, shrink wrap, OCC, paper, and pallets. Reduction of cardboard by using reusable crates.	19	282		300.59	0.5%	O
Aircraft equipment	11	Recycling of cardboard and paper.		289		289.08	0.4%	
Sewing contractor	52	Recycling of OCC, paper, and pallets; reuse of Pallets and paper.	2	191		193.6	0.3%	
		Totals	130.37	4723.61	9.1	4863.08	7.5%	

Also provide an attachment 9 which includes all of the generators surveyed. Include for each generator (use type of generator in lieu of specific business name) diversion activity and material type and associated tonnage for each diversion activity/material type, and applicable conversion factors/sources. Include copies of survey form(s) used.

Summarize the non-residential diversion activities for the top 10 generators quantification methodology, and applicable conversion factors and sources (e.g., cardboard recycling: quantified by monthly tonnage receipts provided by the contact person at the business).

OCC Recycling - Businesses 45, 29, 51, 57, 91, 2, 38, 11, and 52

**Business 45** had a recent survey conducted by a recycler to see how much they recycle in a day. The survey showed that they recycle an average of 1,500 lbs/day. The company operates 5 days a week for most of the year and 4 day a week in July.

**Businesses 29 and 51** multiplied the number of bales recycled per day by the average weight of one of the bales.

**Businesses 57 and 2** multiplied the number of bales recycled per week by the average weight of one of the bales.

**Business 38**

**Businesses 91, 11, and 52:** no specific conversion factors were provided for these businesses.

Pallet Recycling - Businesses 45, 58, 91, 2, and 52

**Business 45** provided the number of pallets recycled per year. A conversion factor of 40 lbs/pallet was used.

**Businesses 58 and 2** provided the number of pallets recycled per week. A conversion factor of 40 lbs/pallet was used.

**Business 91 and 52:** no specific conversion factors were provided for these businesses.

Paper Recycling - Businesses 29, 51, 2, 11, and 52

**Business 29** provided the number of reams per week that they recycle. A conversion factor of 5 lbs per ream was used.

**Business 51** provided the number of cubic yards recycled per month. A conversion factor of 363.5 lbs per cubic yard was used.

**Business 2** provided the number of cubic yards recycled per year. A conversion factor of 363.5 lbs per cubic yard was used.

**Business 11 and 52:** no specific conversion factors were provided for these businesses.

Dry Wall Recycling - Business 29

**Business 29** provided the amount of dry wall recycled per week. A conversion factor of 142 lbs per cubic foot was used.

Plastic and Shrink Wrap Recycling - Businesses 58 and 2

**Business 58** provided the weight of plastic they recycle per month

**Business 2** provided the number of bales of shrink wrap that they recycle per week and provided the average weight of a bale at 500 lbs per bale.

Damaged Goods Recycling - Business 2

**Business 2** provide the number of pallets of damaged goods that they send to a recycler every 5 weeks and the average weight of one pallet of damaged products. The average weight of one pallet of damaged products is 1,800 lbs.

Lumber Recycling - Business 91

**Business 91:** no specific conversion factors were provided for this business.

Food waste Used as Animal Feed - Business 45

**Business 45** provided the number of cubic yards sent to animal feed per week. A conversion factor of 1,443 lbs per cubic yard was used.

Food Waste Composting - Business 38

**Business 38** - The business provided the amount that is sent to composting every two days.

Meat Scrap and Grease Rendering - Businesses 57 and 38

**Business 57** provided the pounds per month that they send to rendering

**Business 38** provided the pounds per month of meat scraps and the pounds per day of grease that they send to rendering.



Pallet Reuse - Businesses 45, 51, and 52

**Business 45** provided the number of pallets that are repaired for reuse per week. A conversion factor of 40 lbs per pallet was used.

**Business 51** provided the number of pallets that are reused per month. A conversion factor of 40 lbs per pallet was used.

**Business 52** no specific conversion factors was provided for this business.

Reuse of Fiber Glass Drums - Business 51

**Business 51** provided the number of drums that they receive per day. All the fiber glass drums are donated.

OCC and Paper Reduction and reuse - Business 51, 58, 2, and 52

**Business 51** stated that 10% of their paper is double sided. They used the paper recycling total to measure the total paper used and multiplied by 10%.

**Business 58** provided the number of plastic reusable containers in the system and the number of reusable Gaylord boxes that are in the system. A conversion factor of 4 lbs per box replaced or reused was used.

**Business 2** reported that they changed from boxes to reusable crates in 1994 the business reported the number of reusable crates in the system and each was counted only once. A conversion factor of 2.2 lbs per box replaced was used.

**Business 52** no specific conversion factors was provided for this business.

Toner Cartridge Return - Business 58

**Business 58** provided the number of toner cartridges returned for reuse per year. A conversion factor of 2.5 lbs each was used.

Food Waste Donation - Business 57

**Business 57** provided the number of broken dog food bags donated per week and the number of lbs per week of food that is donated to local churches. A conversion factor of 50 lbs per bag of dog food was used.

10. For each restricted waste type (i.e., agricultural waste, inert solids, [e.g. concrete, asphalt, dirt, etc.] scrap metals and white goods [PRC section 41781.2]) and associated program, please provide the following information:

a. If the diversion program started on or after January 1, 1990, complete the following table.

**Note:** program name refers to one specific diversion program for that waste type (e.g., "Diversion conducted by city public waste dept.").

Restricted Waste Type	Specific Program Name	Year Started	Tonnage
Inert Solids	City Yard Asphalt Reuse	1992	269
Inert Solids	Street Contractor Asphalt Reuse	1992	398
Scrap Metal	City Yard Scrap Metal Recycling	1992	67
Inert Solids	Construction and Demolition Recycling from Street Repair Contractors	1992	735
Inert Solids	Landfill Salvage	1991	8012
Pull Down for Waste Types			

b. If the diversion program started before January 1, 1990 - and if documentation on the program and waste type has not been approved by the Board - on a separate sheet marked "Attachment 10b", provide the documentation that indicates:

- How the diversion was the result of a local action taken by the jurisdiction, which specifically resulted in the diversion (PRC sec. 41781.2 [c] [1]).
- That the amount of that waste type diverted from the jurisdiction in 1990 was less than or equal to the amount of that waste type disposed at a permitted disposal facility by the jurisdiction in any year before 1990. (**Note:** this criterion is applicable to the entire jurisdiction, not to individual programs (PRC sec. 41781.2 [c] [2]). Please include documentation.
- That the jurisdiction is implementing, and will continue to implement, the diversion programs in its source reduction and recycling element.

**Note:** If documentation for a waste type and program has already been approved by the Board, you do not have to provide an attachment 10b for that waste type and program.

Instead please provide date of Board approval of previously submitted information.

(Date)

If documentation is not available, go to 10d.

c. If the diversion program started before January 1, 1990, and the documentation requested in 10b is available (but not yet approved by the Board), complete the table below for each program claimed:

Restricted Waste Type	Specific Program Name	New Base Year or Reporting Year Diversion Tonnage
Pull Down for Waste Types		
Pull Down for Waste Types		
Pull Down for Waste Types		
Pull Down for Waste Types		
Pull Down for Waste Types		
Pull Down for Waste Types		

d. If the diversion program started before January 1, 1990, and the documentation requested in 10b is not available, please complete the table below for each program claimed. **Note:** Only the difference between the new base year/reporting year and 1990 can be counted in the diversion rate calculation.

Restricted Waste Type	Specific Program Name	New Base Year or Reporting Year Tonnage	1990 Diversion Tonnage	Difference
Pull Down for Waste Types				
Pull Down for Waste Types				
Pull Down for Waste Types				
Pull Down for Waste Types				
Pull Down for Waste Types				
Pull Down for Waste Types				

**Agenda Item  
Attachment 2b**

[illegible]

\*Does not include restricted waste types—scraps, metals and inerts.